

Adding a New Student to Larson's Math

Important Notes:

- All new students must be entered by the teacher.
- All new students must be assigned to the KISD curriculum
- All Pre-Test settings must be changed for each new student.

Open Larson's Intermediate Math CMS

Go to Start > All Programs > Teacher Programs > Larson's Intermediate Math CMS

Choose your grade level

Choose Utilities

Under **Setup**, click on **Create/Delete Students**. Click **Create Student**

The screenshot shows the 'UTILITIES' menu with a sidebar on the left containing 'QUIT' and 'RETURN' buttons. The main area is divided into several sections with buttons:

- SETUP**
 - CREATE/DELETE STUDENTS
 - GRADUATE CLASS LISTS
 - EDIT CLASS LISTS
 - EDIT CURRICULUM
- STUDENT TOOLS**
 - EDIT STUDENT PASSING GRADE
 - QUESTION BOX
 - EDIT STUDENT PASSWORD
 - VIEW STUDENT JOURNAL
 - EDIT STUDENT PROGRESS
 - PRINT CERTIFICATE
- ENABLE/DISABLE REWARDS**
 - ENABLE/DISABLE JOKES
 - ENABLE/DISABLE GAMES
- PRE-TEST AND POST-TEST TOOLS**
 - VIEW SAMPLE PRE-TEST/POST-TEST
 - EDIT STUDENT PROGRESS PER TEST RESULTS
 - EDIT PRE-TEST UPDATE SETTINGS

Choose your class. Type the student's name in the "enter name" box. Click **Create Student**.

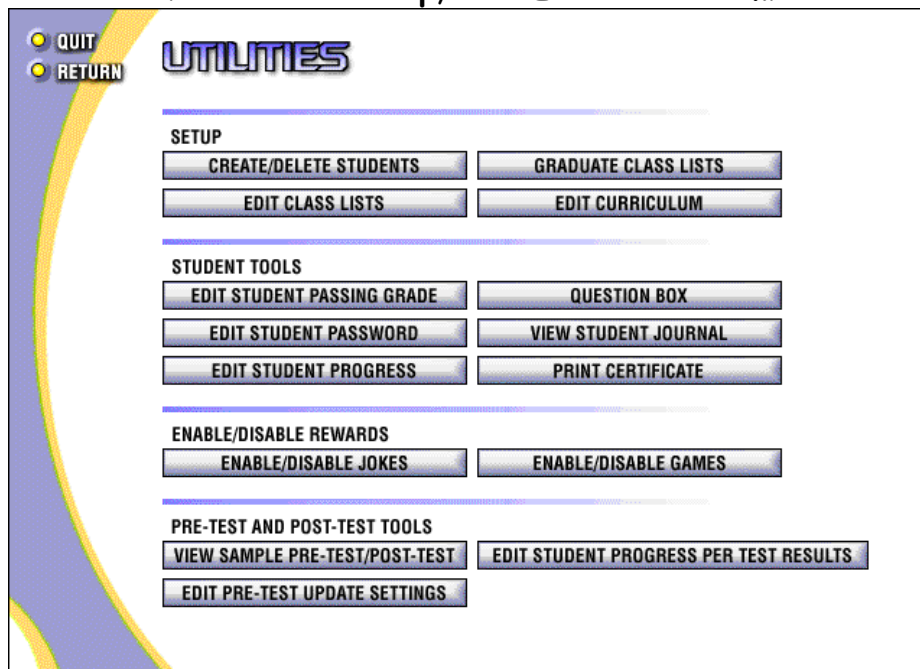
The screenshot shows the 'CREATE/DELETE STUDENTS' screen with a sidebar on the left containing 'QUIT' and 'RETURN' buttons. The main area includes:

- A header bar with 'CREATE/DELETE STUDENTS' and the date 'Thursday, September 11, 2003'.
- CHOOSE CLASS** section with a text box containing 'Brooks' and a 'NEW CLASS LIST' button.
- ENTER NAME** section with a text box and a 'CREATE STUDENT' button.
- STUDENTS CREATED** section with a scrollable list box.
- An 'IMPORT ROSTER' button at the bottom.

If you have more students to enter, type their name in the box.

After you have entered the new student, you must assign them to the KISD Curriculum.

Click **Return** twice. Under the **Setup**, click **Edit Curriculum**.



Click **Assign Student to Curriculum**.

Click **Select Class List**. Choose your class. Click **Select Curriculum**. Choose the KISD Curriculum. Click OK.

From the list on the right, click on your new student. Click **Add Student**.

Now your new student has been added to the KISD Curriculum.

Don't forget that you need to set their Pre-Test Settings before they start on a module.